



COUNTY OF LOS ANGELES
DEPARTMENT OF PUBLIC WORKS

"To Enrich Lives Through Effective and Caring Service"

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GAIL FARBER, Director

ADDRESS ALL CORRESPONDENCE TO:
P.O. BOX 1460
ALHAMBRA, CALIFORNIA 91802-1460

October 20, 2009

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

**AWARD AND EXECUTE A CONSULTANT SERVICES AGREEMENT
FOR THE AIRPORT MASTER PLAN UPDATE FOR
GENERAL WILLIAM J. FOX AIRFIELD, CITY OF LANCASTER
(SUPERVISORIAL DISTRICT 5)
(3 VOTES)**

SUBJECT

This action is to authorize the Director of Public Works or her designee to award and execute a Consultant Services Agreement for the Airport Master Plan Update for General William J. Fox Airfield, City of Lancaster.

IT IS RECOMMENDED THAT YOUR BOARD:

Authorize the Director of Public Works or her designee to award and execute a Consultant Services Agreement with Parsons Brinckerhoff for an Airport Master Plan Update for a total contract amount of \$181,435 for General William J. Fox Airfield, City of Lancaster.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The purpose of the recommended action will allow the Department of Public Works (Public Works) to retain consultant services for an Airport Master Plan Update (Master Plan) for General William J. Fox Airfield (Fox Field). The current Board adopted Master Plan for Fox Field requires updates to accommodate current and anticipated growth in aircraft traffic, airport business activities, and increased demand for aircraft facilities.

Background

The Master Plan was adopted by your Board of Supervisors (Board) in 1984 and updated in 1995. This update will serve as a tool to assess current airport land use, highlight industry trends, and forecast future demand. An updated Airport Layout Plan, included in the Master Plan studies, will serve to graphically highlight proposed changes in airport development.

Since the 1995 Master Plan Update, there has been substantial development in the Antelope Valley. The City of Lancaster has acquired land adjacent to Fox Field as part of the Fox Field Industrial Corridor Specific Plan. Updating our Master Plan will ensure its compatibility with the local, general, and specific plans of the surrounding areas.

On March 3, 2009, your Board approved the project scope and budget and authorized the Director of Public Works or her designee to apply for and accept a Federal Aviation Administration (FAA) Airport Improvement Program (AIP) grant to fund this Master Plan. Public Works has since executed a grant agreement with the FAA for \$190,000, which will reimburse 95 percent of the project cost.

The project schedule is set forth in Enclosure A.

Implementation of Strategic Plan Goals

The Countywide Strategic Plan directs the provision of Community and Municipal Services (Goal 3). Implementing this action will allow us to use Federal funds to improve our airport facilities to make them more accommodating for airport customers. It also supports our continuity and commitment to provide quality public works infrastructure and land development services to our communities and strategy of actively seeking grant funds from outside sources to increase the County of Los Angeles' (County) funding sources.

FISCAL IMPACT/FINANCING

There will be no impact to the County General Fund. The total cost to complete the Master Plan is \$200,000. As detailed in the Project Budget Summary in Enclosure A, the project budget includes \$181,435 for Consultant Services and \$18,565 in County services for project management.

Financing for this project is allocated in the Fiscal Year 2009-10 Aviation Enterprise Fund. The FAA AIP grant will fund \$190,000, which translates to 95 percent of the \$200,000 total project budget. There are sufficient funds available in the Aviation Enterprise Fund to fund the remaining \$10,000.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The Master Plan will incorporate a comprehensive assessment of current airport land use, facilities, operation, financial status, and development programs to accommodate the air transportation requirements of the region.

The contract will be reviewed by County Counsel prior to execution by the Director of Public Works or her designee.

The contract contains terms and conditions supporting your Board's ordinances, policies, and programs, including but not limited to: County's Greater Avenues for Independence (GAIN) and General Relief Opportunities for Work Programs (GROW), Board Policy No. 5.050; Reporting of Improper Solicitations, Board Policy No. 5.060; Notice to Contract Employees of Newborn Abandonment Law (Safely Surrendered Baby Law), Board Policy No. 5.135; Contractor Employee Jury Service Program, Los Angeles County Code, Chapter 2.203; Notice to Employees Regarding the Federal Earned Income Credit (Federal Income Tax Law, Internal Revenue Service Notice 1015); Contractor Responsibility and Debarment, Los Angeles County Code, Chapter 2.202; the Los Angeles County's Child Support Compliance Program, Los Angeles County Code, Chapter 2.200; and the standard Board directed clauses that provide for contract termination or renegotiation.

The term of the Agreement shall commence on the date stipulated in the Notice to Proceed, and unless otherwise modified, shall terminate on the date that the work is accepted by the County. The County may, at its sole option and discretion, cancel or terminate the Agreement, without any liability other than payment for work already performed, up to the date of termination by giving three days written notice of such termination to the consultant. The consultant shall be paid the reasonable value of its services rendered. In the event of any such termination by the County, the consultant shall provide to the County a termination report consisting of all drawings, specifications, reports, and data accumulated to the date of such termination in a form capable of assimilation for use by the County.

ENVIRONMENTAL DOCUMENTATION

The proposed update to the Master Plan will undergo an environmental review and an environmental finding when we submit it and return to your Board with a recommendation for approval.

CONTRACTING PROCESS

On April 16, 2009, Public Works electronically mailed as well as placed on the County's bid website a Request for Proposals (RFP) to 64 firms in order to establish a select list of qualified firms for the project.

On May 14, 2009, five proposals were received. The proposals were first reviewed to ensure they met the minimum requirements in the RFP. The proposals having met these requirements were evaluated by an evaluation committee consisting of Public Works staff using the informed averaging evaluation methodology. Based on this evaluation, it is recommended that this contract be awarded to the highest-rated, responsive, and responsible proposer, Parsons Brinckerhoff, located in Lexington, Kentucky. The committee's evaluation was based on criteria described in the RFP, which included the technical expertise, proposed work plan, experience, personnel qualifications, and understanding of the work requirements. We believe the contractor's price is reasonable for the work requested. The evaluations were completed without regard to race, creed, color, or gender.

Participation in the project by Community Business Enterprises (CBE) is encouraged through the Public Works' CBE Outreach Program and the requirement that consultants demonstrate their good-faith efforts to utilize CBEs. Parsons Brinckerhoff has proposed participation of certified CBEs.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

There will be no impact to current services, and completion of the project will result in a more efficient development plan for Fox Field.

CONCLUSION

Please return two adopted copies of this letter to the Department of Public Works, Aviation Division.

Respectfully submitted,



GAIL FARBER

Director

GF:RLS:hz

Enclosures

c: Auditor-Controller
Chief Executive Office (Lari Sheehan)
County Counsel
Executive Office

October 20, 2009

ENCLOSURE A
GENERAL WILLIAM J. FOX AIRFIELD
MASTER PLAN UPDATE PROJECT
PROJECT ACTIVITY SUMMARY

I. PROJECT SCHEDULE

Project Activity	Proposed Completion Date
Award Consultant Services Contract	October 2009
Project Start	November 2009
Review Draft Master Plan Update	June 2010
Final Completion	January 2011

II. PROJECT BUDGET SUMMARY	
Project Activity	Proposed Budget
Land Acquisition	\$ 0
Construction	
Low Bid Construction Contract	\$ 0
Job Order Contract	0
Change Orders	0
Departmental Crafts	0
Youth Employment	0
Construction Consultants	0
Miscellaneous Expense	0
Telecomm Equipment – Affixed to Building	0
Civic Arts	0
Subtotal	\$ 0
Programming/Development	\$ 0
Plans and Specifications	\$ 0
Consultant Services	
Site Planning	\$ 54,000
Hazardous Materials	0
Geotech/Soils Report and Soils Testing	0
Material Testing	0
Cost Estimating	25,000
Topographic Surveys	27,000
Construction Management	0
Construction Administration	0
Environmental	18,000
Move Management	2,435
Equipment Planning	25,000
Legal	10,000
Construction/Change Order	0
Other: Meetings/Presentations	20,000
Subtotal	\$ 181,435
Miscellaneous Expenditures	\$ 0
Jurisdictional Review/Plan Check/Permit	\$ 0
County Services	
Code Compliance Inspection	\$ 0
Quality Control Inspection	0
Design Review	10,000
Design Services	0
Contract Administration	3,000
Project Management	3,000
Project Management Support Services	0
ISD Job Order Contract Management	0
DPW Job Order Contract Management	0
ISD ITS Communications	0
Project Security	0
Project Technical Support	0
Office of Affirmative Action	0
County Counsel	2,565
Other:	0
Sheriff Job Order Contract Management	0
Subtotal	\$ 18,565
TOTAL	\$ 200,000